

**VALLEY**

**FOOTBALL**

**ASSOCIATION**

**BYLAWS**

**November 2019**

## **I. Administrative Structure**

### **A. Name**

The name of this conference shall be the Valley Football Association.

### **B. Membership**

The Valley Football Association (VFA) will be comprised of eight high schools  
In a single division: Appleton West, D C Everest, Hortonville, Marshfield, Stevens Point,  
Wausau East, Wausau West, Wisconsin Rapids

### **C. Commissioners/Duties**

The Commissioner of the Wisconsin Valley Conference will serve in the leadership role of the VFA. Duties will consist of but not limited to the following:

1. Creating Varsity and JV football schedules.
2. Assigning officials for Varsity games at their respective conference sites.
3. Attending the end of year Coaches meeting as needed.
4. Calling and conducting conference meetings deemed necessary at any time.
5. Directing invoices to be paid by the conference treasurer.

The AD of St. Point will assist in facilitating coach's meetings.

### **D. Financial**

1. All expenses incurred by the VFA will be paid by the Treasurer of the WVC.
2. Officials, once assigned by the Commissioner, will not be changed without a request from the athletic directors involved.
3. Officials will be paid \$80.00 per game.

### **E. Voting**

Each member school of the VFA is entitled to one vote on any matters brought forward for voting purposes. A simple majority is needed to pass any matter of VFA business. Athletic Directors have the authority to act on issues in any part of the VFA Sport Code. Issues of financial concern or that may be contentious in nature will be shared with the member schools Principals. Principals will have the final vote on those items.

### **F. Amendments**

Football Coaches or Athletic Directors may propose any amendments to any part of the VFA Sport Code. All Athletic Directors will act on those proposals when they meet on the Tuesday before Thanksgiving, if possible, to review the previous season and the recommendations from the Coaches end of year meeting.

### **G. Facilities**

1. Locker room facilities are to be provided by the host schools. Visiting coaches are held responsible for conduct of participants and the condition of the facilities upon leaving the dressing room and the school.
2. All vandalism is to be reported immediately to the Athletic Director or Principal at

the host school.

3. Each school should provide crowd control representatives who should report to the individual in charge for the host school.
4. Video taping at all VFA contests may only be done in the spectator areas. For football contests, participating schools may tape from an area assigned by the host school.

## **H. Admissions**

1. VFA schools will charge admission where applicable at all varsity conference football games at the host school's admission prices. Note: \$5 is the agreed upon amount for 2020. (11/19)
2. The VFA will honor two types of conference passes (FVA and WVC) to be distributed to staff members and one guest for admission.

## **I. Awards**

1. Trophies and awards will be selected by the Athletic Directors. Number of awards shall be consistent with the WIAA. No awards shall be ordered by coaches. All trophies, medals, and certificates will be purchased by the VFA and presented at the end of year coaches meetings.
2. In case of ties, duplicate awards will be presented.

## **II. VFA Regulations**

### **A. Schedules/Times**

1. Each school will play each other school once for a total of seven conference games. Home sites will be switched each year of the two year rotation. After two years the schedule will rotate forwards with the week #3 game becoming the week #9 contest the following year. New pairings will be drawn every 4 years.
2. Games will be played on Friday evenings with a starting time of 7:00 PM, unless field situations dictate otherwise. Game dates may be altered if the home school facility is not available on Friday night. The starting time may be changed by mutual agreement of the two competing schools.
3. If a school chooses to play a Saturday game, the starting time will be 1:00 PM. The starting time may be changed by mutual agreement of the two competing schools.
4. For varsity games the field clock will be the official clock for the start of the game. At 6:30 PM the clock will be set at 25 and run down to zero. At 6:55 PM (12:55 PM for afternoon games) the National Anthem shall be played immediately followed by team introductions and the kick-off.
5. JV games will be played on Monday nights with a default starting time at 5:00 PM unless field situations dictate otherwise. A change in the starting time of games may be mutually agreed upon by the AD's of the two schools.
6. JV2 games will be played on the following Thursdays at the same site as varsity. (11/19)

### **B. General Football Guidelines**

1. The varsity and JV home teams shall wear dark colored jerseys and the visiting teams shall wear white jerseys.
2. The ball used by the WIAA in tournament play shall be the official football. Teams will provide their own footballs.
3. It is recommended that a doctor be present at games.

4. Each school will provide their own phones.
5. An information sheet with players correct names, jersey numbers, grade in school, height, weight, and position shall be sent to all member schools athletic directors five days prior to the first conference game. If two sets of jerseys are used, both sets of numbers shall be included. Any changes made to the original roster must be sent to all remaining opponents two days prior to the next conference game.
6. Each team will have equal space in the press box for communication and filming.
7. Half time may be extended for special events with prior notification to the opponent.

### **C. Boys Junior Varsity Regulations**

1. The JV team will play each conference school at the opposite site of the varsity team.
2. All junior varsity games will be twelve minute quarters unless one school makes a request through their respective Athletic Director for a reduction to ten minutes. JV2 teams play 10 minute quarters.
3. Seniors shall not be allowed to play on the junior varsity unless there are extenuating circumstances.
4. It is recommended by the WIAA and expressly stated that a student may be a member of two different level teams within the same calendar week. In such cases, it is the responsibility of the coach to be particularly concerned about overexposing students to the point of adversely affecting their health and safety.

### **D. Boys Varsity Reserve Regulations**

1. Varsity reserve games will be scheduled individually by each school according to WIAA regulations.
2. All reserve games must be scheduled prior to the start of the season.

### **E. Boys JV2 Regulations**

1. FV2 games will be scheduled locally.

### **F. Conference Championship**

1. The VFA will have a champion based on conference record.
2. Play-off determination is based on the following criteria:
  - a. head to head competition
  - b. first half points allowed within the division
  - c. coin flip

### **G. Coaches Meeting**

1. The VFA football meeting and the all-conference selections will be held the Sunday before the Level 1 play-offs at Stevens Point High School.
2. VFA ADs will meet the Tuesday before Thanksgiving, if possible, to review the previous season and the recommendations from the Coach's end of year meeting.

### **H. Guidelines for All-Conference Selections**

1. Medals will be awarded to First and Second Team all-conference selections. Certificates will be awarded to those selected as Honorable Mention.
2. A student athlete suspended from participation for an athletic contest due to a code violation in the areas of alcohol, tobacco, drugs, vandalism, criminal offense, or a non academic code violation, will not receive all-conference consideration in the current football season where suspension is initiated.

3. After a discussion about players at each position, coaches will rank nominees. If, for example, 8 players were nominated for 6 spots (3 gold medals, 3 silver)- coaches would give 6 pts to the best player, 5 next best... 1 for the 6<sup>th</sup> best. The 3 highest point totals would be 1<sup>st</sup> Team selections, the next 3 would be 2<sup>nd</sup> Team.
4. Any VFA Player of the Year award winner must have been a First Team all-conference selection. Any award given will not be purchased by the conference but may be purchased by a particular school.
5. No changes can be made to the all-conference nominations once the presiding AD has sent out all nominations to the coaches prior to the meeting. The deadline for turning in nominations will be determined by the presiding AD. A coach is mandated to report the circumstances of any nominated athlete ejected from any VFA contest before the all-conference vote. This does not preclude an athlete from being selected all-conference.
6. All-conference selections are final at the conclusion of the coaches meetings with the exception of clerical errors and deletions.

### **I. Criteria for Football All-Conference**

1. All nominations are due to the athletic director in charge of the football meeting on the Sunday before the meeting.
2. Each coach nominates his athlete(s) by position according to the VFA ballot.
3. Coaches will speak on behalf of their players at each position. The order in which each coach speaks will be determined by the school's position alphabetically, with the order rotating with each position.
4. Each coach will vote for First Team at each position but cannot vote for his own player. Each coach will vote for the number of nominees at each position for First team.
5. Any player receiving two votes (not points) will be considered Honorable Mention.(11/19)
6. If a tie occurs in total points, the player with the highest single point from a coach will be chosen. For example, receiving a 5 from a coach would outweigh another nominee's 4
7. Any player is considered unanimous if all of his votes were for 1<sup>st</sup> team recognition.

### **J. All-Conference Make-up**

1. The VFA will honor only 1<sup>st</sup> Team, 2<sup>nd</sup> Team and Honorable Mention athletes for all-conference.  
The AD's in charge of the coach's meeting will receive the nominations one week prior to the meeting so that each school's coaching staff can give input on the all-conference process. They will compile the nominations and send them out to the coaches by Tuesday afternoon before the final regular season game.
2. The Offensive team will consist of: 5 offensive lineman; 2 receivers; 1 quarterback; 1 tight end, 1 fullback; 2 running backs; and 0-4 at large positions to be determined after the offensive voting; 16 maximum.
3. The Defensive team will consist of: 2 defensive lineman; 2 defensive ends; 3 inside linebackers; 2 outside linebackers; 3 defensive backs; and 0-4 at large positions to be determined after the defensive voting; 16 maximum.
4. Special Teams will consist of: 1 punter; 1 kicker; 1 specialist;
5. At the meeting the coaches will make nominations for:
  - a. Offensive Player of the Year

- b. Defensive player of the year
- c. Coach of the year

If there are 3+ nominees- coaches vote 3pts,2,1; if only 2 nominees then vote 2,1

6. Coaches must nominate their own player for any player of the year award. The coach of any player nominated for a player of the year award cannot vote for his own player.
7. Ties will result in co-players or tri-players of the year.
8. Each school up to 4 wildcard honorable mention selections at their disposal. These selections do not have to be nominated ahead of time or placed on the voting ballot for all-conference voting. The wildcard selections will be turned in at the end of the meeting.

#### **K. Conference Website/Statistics**

1. The website address for VFA general purposes – schedules (all levels) and by-laws – is <https://www.wisconsinvalleyconference.org>. The website address for VFA statistics is <http://www.valleystats.org/football/>. Statistics will use the Wisconsin Sports Net stat format for official stat reporting from the 7 VFA games only.
2. The WVC will appoint the Statistician to compile and disseminate the VFA statistics.
3. Statistics must be submitted to the Statistician by 5:00 p.m. on Monday for all VFA contests completed the previous week.
4. Only varsity statistics and standings will be posted on the website.
5. The statistics for all team and individual categories will be password protected for coaches and media until all VFA teams have completed their WIAA tournament series. Statistics for the general public will contain only standings, schedule/results and individual leaders, as per the coaches' request.
6. Each school will post their game film on HUDL using the **Offense/Defense/Kick** format.